

# **Online Portal Instructions**

Educate. Learn. Empower. Lead

ICAN Learn has 2 online portals for student use. Portal 1 is Catapult and Portal 2 is E-lecta.

Follow the instructions below when accessing the Portals.

## Portal 1 - Catapult

The Language, Literacy & Numeracy (LLN) assessment and all unit assessments are completed in Catapult.

Link to Catapult:	https://icanlearn.learnlogin.com.au/users/sign_in_
Login:	First initial and surname i.e. jsmith
Password:	This is set by you when you receive an email to confirm your username and access Catapult for the first time.

#### Tips on completing the LLN

- 1. You will receive an email from <u>administration@icanlearn.edu.au</u> to advise you of your enrolment in the LLN unit.
- 2. Login into Catapult The LLN unit will be displayed on the dashboard
- 3. Click on the LLN Unit



4. Read the instructions – Purpose of this Resource (use your mouse to scroll through all the instructions)



5. Click on Go to Assessment



6. Click LLN Assessment Part 1.

Educate. Learn. Empower. Lead

- 7. Read the questions and provide your answers.
- 8. Upon completion of Part 1 scroll through to Part 2 of the assessment which requires you to read the information and handwrite your answers on a piece of paper and upload them into the Portal.

## Unit Assessments

1. Unit assessments will be opened to you throughout the course as per the course timetable.

<mark>Asse</mark> ssment				
Skills recognition	Knowledge questions	Projects		
You are required to answer questions about each of the topics to test the knowledge required for this unit. Your trainer/ assessor may ask additional questions to clarify or expand on your understanding and will explain the format for submitting answers.				
Topic 1 Topic 2 Topic	c 3 Topic 4 Topic 5 Sp	ecific knowledge 6		

- 2. You are required to complete all topics and specific knowledge sections
- 3. Click back to the Assessments on the left hand side menu
- 4. Click the Projects tab and complete the projects in the projects section

## Portal 2 - E-lecta

All course resources, timetables, feedback links and additional learning materials are accessed in E-lecta.

Link to E-lecta:	http://www.school-network.net/Account/Login?ReturnUrl=%2FSite%2FDashboard
Login:	Your email address

Password: xxxxxxx

- Login, Click on My Course (left hand side of screen)
- Click on Financial Counselling Diploma for Students for all additional reading materials
- Click on your group number for your course timetable and specific documents relating to your group
- Click on Open Course to see the Resources
- Click on up and down arrows to go to resources for individual units or click on the 9 dots to see resources for all units
- Resources can be downloaded from E-lecta for later use and throughout your studies.